CLUB CONSTITUTION

Club	Lifesaving	Effective From (Date)	01/09/2026	Academic Year	2026-27

If you wish to edit your current constitution this must be voted on at an AGM by your members. These changes must be approved by the Sports Forum. If your constitution has changed in the last academic year but not been approved by the committee, please email a copy of your new constitution to your VP for Sports with all changes highlighted in red. If you have any questions about any other democratic processes, contact your VP for Sports.

1 NAME

1.1 The name of the Club shall be the:

"University of Warwick Lifesaving Club"

2 MISSION STATEMENT, AIMS AND OBJECTIVES

2.1 The statement of the Mission, Aims and Objectives of this Club shall be:

- To promote the skills and sport of Lifesaving to all members of the club.
- To form teams to compete in local, inter-university and other competitions.
- To train members to receive qualifications and to submit them for examinations.
- To host enjoyable socials outside of training and conduct these in a safe and inclusive manner.
- To assist local branches and organisations where possible.
- To provide the opportunity for members of the community to enhance their first aid and lifesaving skills.

2.2 The Club, its funds, and all its activities shall be annually subject to review by the Club's Executive Committee.

2.3 The Club, its funds, and all its activities shall be subject to the provisions of the Governing documents, By Laws and Financial Regulations of the Students' Union and any policies determined by the Sports Partnership Group.

2.4 Clubs shall abide by the Students' Union current Equality and Diversity Policy and By Law, and environmental policy statements which shall be included in all constitutions.

2.5 Clubs will be subject to the disciplinary procedures of the University and the Students' Union.

3 DECISION MAKING

3.1 The Club General Meeting shall be the sovereign body of the club. It shall elect all executive committee members of the club and may collectively decide on any matter relating to the activities of the club subject to the above points

Elections shall be carried out in accordance with the democratic regulations of the Students' Union.

The club executive committee shall call at least one General Meeting a year for the purposes of electing all the executive committee and discussing plans and activities for the coming year. The executive committee shall give at least seven days' notice of any General Meeting to all members as far as is possible and such notice shall include details of any elections to be held. The executive committee shall call further meetings either at its own initiative or at the request of 20% of the membership (as defined by the VP for Sport).

3.2 The club executive committee shall be made up of at least three voting members of which three shall be the President/Chair, Welfare Officer and the Treasurer respectively. The General Meeting shall be free to give titles to the remaining voting members of the executive committee.

3.3 The executive committee shall be responsible for the day-to-day running of the club and may decide upon any matter which has not been decided upon by the General Meeting. The executive committee shall be further responsible for:

3.3.1 Organising the activities of the club in such a way as to include the greatest possible number of the club's members.

3.3.2 Directing the expenditure of the club's funds in a responsible fashion in line with the aims, objectives and planned activities of the club and the SU financial regulations.

3.3.3 Formulating and submitting any additional bids for funds from Warwick Sport or other organisations.

3.3.4 Assisting any review (including an Annual Report) of the club's activities and use of funds carried out by Warwick SU.

3.3.5 Upholding the constitution of the club and ensuring that its aims and objectives reflect the club's activities.

3.3.6 Communicating effectively matters relating to the club, its activities and finances as well as information from the Students' Union, University and Warwick Sport to the club membership

3.3.7 Managing the club's communication channels including but not limited to social media and website having due regard to related IT policies, Data Protection, Equality and Diversity and related legislation.

3.3.8 Ensuring all matters relating to the health and safety of club members during club activity are properly assessed and provided for.

3.3.9 Protecting the good reputation of the club, the Students' Union and the University

3.3.10 The Executive will not undertake any contracts in their name given their unincorporated status they will not undertake any contracts in the name of the Students' Union or University without prior written agreement.

3.3.11 The Executive Committee will establish a system for the use and security of club sports equipment. At the beginning of the academic year an inventory of club equipment will be submitted with the handover pack.

3.4 The Treasurer shall be directly responsible for the administration of any grant to the club and shall be responsible for the administration of any other income or expenditure from the club's funds.

4 MEMBERSHIP

4.1 Membership of the club shall be open to all Full, Associate and Honorary members of Warwick Sport upon payment of the required subscription.

4.2 Only full members of the club (i.e., full members of the Students' Union as defined in the SU's Governing documents) shall be entitled to hold an executive committee position and vote in elections. Associate and Honorary Members or non-members of Warwick Sport are unable to hold any Executive position or participate in any vote conducted by either the Club or Warwick Sport.

4.3 Financial authority for the club shall be given to designated executive committee members of the club at the designation of the VP for Sport and the Students' Union Student Activities Department.

5 *EXECUTIVE STRUCTURE AND ELECTIONS POLICY*

5.1 The club executive committee shall be made up of 9 roles, these being:

- ∉ President
- ∉ Treasurer
- ∉ Secretary and Competitions Secretary
- ∉ SERC Training Officer
- ∉ Speeds Training Officer
- ∉ Welfare and Charities Officer
- ∉ Publicity Officer
- ∉ Social Secretary
- ∉ Events Coordinator

5.2 The roles, responsibilities and requirements for the above positions is as outlined in the following document: Executive Committee Role Responsibilities - University of Warwick Lifesaving.pdf

5.3 There may be the following additional non-executive committee roles:

- Tour Secretary
- Assistant Speeds Training Officer
- Assistant SERC Training Officer

5.3.1 The Tour Secretary is elected via by-election for the purpose of organising a tour.

5.3.2 The Assistant Training Officer roles are to be appointed by the current Training Officers in conjunction with the President whenever they deem necessary. Assistant Training Officer responsibilities include but are not limited to writing sets/SERCs and helping teach skills, but do not include planning or running sessions and selecting teams.

5.4 The length of speeches and question format at elections are to be decided by the outgoing President in conjunction with the outgoing executive committee.

6 *TEAM ALLOCATION POLICY*

6.1 When entering a competition on behalf of the University of Warwick Lifesaving Club, the following procedure for team allocation shall be followed unless deemed unnecessary by the Speeds Training Officer and SERCs Training Officer with a majority of the Executive Committee.

6.2 Prior to all BULSCA, RLSS, ILS and SLSA competitions, the Executive Committee members' Speeds Training Officer and SERCs Training Officer shall propose an allocation of teams.

6.3 The allocations of teams shall be based upon factors including but not limited to: attendance and participation at training sessions, compatibility of teams, competition performance in Speeds and SERCs, and training performance in Speeds and SERCs (in no particular order).

6.4 These allocations shall be voted on by the Executive Committee [options: for, against abstain] by a majority vote. There may be an Executive Committee meeting to explain team allocations if requested by an Executive Committee member. Discussions about team allocation and the team allocation process shall not be recorded in the minutes and shall be closed to other club members.

6.4.1 In the event of a tie, the President shall have the casting vote.

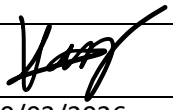
6.4.2 If the result of the majority vote is against an amended team allocation should be proposed by the Speeds Training Officer and the SERC Training Officer. 6.4 and 6.4.1 should be repeated until a majority vote is passed.

6.5 If the vote is passed, then the team allocation shall be the team allocation for the competition.

6.6 During the team allocation process, Speeds Training Officer and SERCs Training Officer may ask for advice on club members' performance from other club members, such as past team captains and Training Officers. The team allocation process should not be discussed with club members who are not Executive Committee members. However, club members may, and are encouraged to, ask for advice to improve their own performance.

6.7 In the event of a change of circumstance following the Executive Committee vote being passed (for instance, injury) the Speeds Training Officer and the SERC Training Officer may alter the teams as required without consultation of the Executive Committee.

Abbreviations: BULSCA (British Universities Lifesaving Clubs' Association), RLSS (Royal Life Saving Society), ILS (International Lifesaving Federation).

Club President (Outgoing)	Signed:		Printed:	OLLIE CHICK
	Date:	20/03/2026		
Club President (Incoming)	Signed:		Printed:	Ling Kong, Kung
	Date	20/03/2026		

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